



## STATE OF INDIANA

MITCHELL E. DANIELS, JR., Governor

DEPARTMENT OF ADMINISTRATION  
Procurement Division

402 W Washington Street, Room W468  
Indianapolis, Indiana 46204  
317 / 232-3053

### Award Recommendation Letter

Date: October 5, 2010

To: Jessica Robertson, Deputy Commissioner of the  
Indiana Department of Administration

From: Teresa Deaton-Reese, CPPO, CPPB  
IDOA, Senior Account Manager

Subject: Recommendation of Selection for RFP 10-93  
Management and Operation of the Charlestown State Park/River Ridge potable  
water system

#### Estimated Amount of Contract: Zero Dollars to Department of Natural Resources

Based on the evaluation of our team, we recommend the selection of River Ridge Development Authority, to begin contract negotiations to provide the Management and Operation of the Charlestown State Park/River Ridge portable water system.

The evaluation team received one (1) proposal from: (1) River Ridge Development Authority.

The proposals were evaluated by a six (6)-member team according to the following criteria established in the RFP:

- Adherence to Requirements (Pass/Fail)
- Management Assessment/Quality (25 points)
- Pricing Proposal (30 points)
- Indiana Economic Impact (15 points)
- Buy Indiana/Indiana Company (10 points)
- Minority Business Participation (10 points) Women-Owned Business Participation (10 points)

The proposal was evaluated by each team member and given a Pass/Fail rating on the Adherence to Requirements and a score using a 0 to 25 point scale.

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Scoring is as follows:

Step 1 of the Evaluation:

**River Ridge Development Authority passed the Pass/Fail Section of the Evaluation and was moved on the Step 2 of the evaluation.**

Step 2 of the Evaluation:

Management Assessment/Quality:

River Ridge Development Authority scored a 21.7 out of a possible 25 points. This score was based on an average provided by each member of the evaluation team. The team felt that the River Ridge Development Authority (RRDA) team that was put together met all requirements of the RFP. The experience of the RRDA team members in the water works industry is impressive, and exceeded the minimum that was required by this RFP. The Emergency response time will be minimal due to the close proximity of the RRDA team members. The team was also impressed with the commitment to reducing current water losses at the facility now. Although RRDA team did not currently have anyone on staff with the water treatment plant operator certification required, there are multiple personnel on staff with a comparable Kentucky license. It was felt that there would not be any difficulty in acquiring the Indiana certification by reciprocity as indicated in the proposal.

**Cost/Price Proposal:**

The cost proposal portion of this RFP was scored based on the following:

The Respondent with the lowest proposed rate schedules will receive the full 30 points for this factor. In determining which rate schedules are lowest, all of the average daily usage rates will be part of the determination, as well as the repair and maintenance allowance. Scores for other respondents will be lowered by 5 points for each 10% increase in the rate schedules.

The goal of IDNR was for this contract to result in zero cost to IDNR, with the revenues from the system covering the costs of operating and managing the system. River Ridge proposed a rate schedule would allow this to happen, while keeping the water rates competitive with rates for surrounding water systems.

Respondent	State	Score before Price (Mgmt Assessment/Quality)	Price	Price Score	BUY Indiana	IEI	MBE	WBE	Total Score
River Ridge Development Authority	Indiana	21.7	Zero Based	30	10	15	10	10	96.7

It is recommended by the evaluation team and IDOA that River Ridge Development Authority be awarded a contract to provide the State of Indiana for the Management and Operation of the Charlestown State Park/River Ridge potable water system.

**This agreement will be for a period of four (4) years with the option to renew for additional 4 years. If the capacity of the facilities and resulting water sales increase above 4 MGD the State reserves the right to either renegotiate the contract terms or cancel the contract and issue another RFP for the new conditions.**

Teresa Deaton-Reese 10-12-10  
Teresa Deaton-Reese, CPPO  
Senior Account Manager

DATE

Jessica Robertson 10/14/10  
Jessica Robertson,  
Deputy Commissioner, IDOA

DATE